This is a SUPPLEMENT to your Data-Writer User's Manual.

Installation

Model I:

The four new diskettes you received contain 12 revised Data-Writer programs, their loaders, and BRUN, all in TRSDOS format without an operating system.

You will not need to create new minimum system diskettes to install Data-Writer. Instead, in most cases, you can copy the new programs directly to your old Data-Writer program diskettes.

Warning: Several new Data-Writer programs are slightly larger than their predecessors, so they may not fit in the same combinations on your old single-density program diskettes. In addition, there is a new program, SPLIT.

Program sizes are provided below. Loader programs (with CMD extensions) are 1 gran each. BRUN, which is 12 grans, must be on each program diskette. Also, the ACCESS programs (PREPARE/CHN, UPDATE/CHN, MERGE/CHN), the ACCESS/CMD loader, and BRUN, must be together on a diskette.

ENTRY/CHN	15 grans
PREPARE/CHN	11 grans
UPDATE/CHN	17 grans
MERGE/CHN	7 grans

MANAGE/CHN	16 grans
SPLIT/CHN	8 grans
STATS/CHN	9 grans
MATH/CHN	15 grans
SELECT/CHN	9 grans
SORT/CHN	11 grans
LABELS/CHN	11 grans
EDIT/CHN	11 grans
LETTERS/CHN	15 grans
REPORT/CHN	19 grans

Remember that TRSDOS and LDOS users do not need to patch BRUN, but users of other operating systems do. However, you can use your old (patched) BRUN instead of patching it again.

This version supports LDOS and most other operating systems in double-density. (TRSDOS is supported only in single density.)

Model III:

The DOSPLUS version has the TDOS operating system on each diskette and is ready to run. Copy your programs to your old Data-Writer diskettes, write protect them, and boot in the usual way. Put your new master diskettes away in a safe place.

The LDOS and NEWDOS/80 versions can also be copied directly to your old Data-Writer program diskettes.

Note that because of changes in the size of the programs and the addition of SPLIT, the combination of programs on the A and B diskettes has changed. Type CAT or DIR, as appropriate, to see the programs on each diskette.

New Features

The following changes apply to all 12 Data-Writer programs, which are included on your new program diskettes:

Maximum number of fields is now 40.
Maximum number of characters per field is 45 with ENTRY.
Maximum length of field-labels is 14 characters.
Maximum number of records is 10,000.

All programs return to DOS READY, so procedures may be chained from a DO file. However, be sure to reset the computer before executing a non-Data-Writer program.

Making old Data-Writer files compatible with new version

You will need to do little, or perhaps nothing, to your data files so they work with the new programs.

1. Field-labels (the names of fields) are now limited to 14 characters. Use EDIT to reduce the length of your field-labels if necessary. The field-labels are displayed in the very first record of your data base (Record #0).

2. Use EDIT to change the control file as follows:

a) Change your field-labels to match your data base; that is, reduce the length of field-labels to 14 characters.

b) If your control file contains an abbreviation table, you will need to put quotes around the first number of each line in the table. For example:

```
4      "M"      "Mortgage payment"
```

change to:

```
"4"    "M"      "Mortgage payment"
```

Alternatively, simply kill your old control file and run the ENTRY program to create a new one.

That's it.

ENTRY (April 1983 Supplement)

During data entry, pressing the <BREAK> key will skip you to the command line at the end of the record, where you can press "A" to Abort. (Model III only).

Automatic Incrementing field: new type of validity check. If option #6 is chosen during control file creation, the field will be incremented by one each time a new record is entered. The default starting value is one.

From the Exit Menu, selection #3 will display the abbreviation table, as well as allow you to add to it. You can print the abbreviation table through STATS.

A file terminator "...." and carriage return have been added to the control file to enable editing of the control file by a word processor.

EDIT (April 1983 Supplement)

<Control-H> has been added to the Text Editor mode as a help command. It will display the control key functions.

Note: String space corrupt problem has been fixed.

MANAGE (April 1983 Supplement)

MANAGE is no longer used to split a data base. Instead, a new program, SPLIT, is used for this purpose.

When doing a data base restructuring (field manipulation), the control file will be updated automatically to reflect any changes made. The output filename must be different from the data base name (not just the extension, but the actual name). That is, if you have a data base named CHECKS, you may not name the output file CHECKS/NEW. This is to enable you to keep your old control file as well as the new one. If you wish, you can copy your new data base and control file to the old ones.

You can merge up to five files at once.

Warning: Only the first 11 characters of field labels are displayed in the field manipulation routine.

SPLIT: Splitting a Data Base

It is possible that, as your data base grows, you will want to split it into two or more smaller sections. To run the program, select SPLIT from the main menu or type "SPLIT" from DOS.

You will first be asked for the name of the data base to be split. The program will then display the current size of the data base in thousands of characters (kbytes). Next you will be asked for the name of the output files. This filename must be different from the name of the data base, and it may not have an extension. (Extensions /F1, /F2, F3 and so on will be automatically appended to names of the split files. If you do not specify a drive number with your output filename, output files will be written to the same disk as the data base.

If the drive for the data base and the output file are different, then you will be asked if you want to stop for disk mounts. That is, do you want the program to stop after each output file is written so you can swap disks. Answer Y or N.

Next, if your data base has a control file, the program will ask if you want to write new control files. If you answer Y, a control file will be created to match your output file. If you are swapping disks, a control file will be written to each new disk.

Finally, you will be asked to select the method for splitting the file. You may split by number of records, number or characters, or a field change.

If you choose to split by number of records, you will be asked to enter the number of records that will be written to each output file.

If you choose to split by number of characters, you will be asked to enter the number of characters that should be written to each output file. The program will not split in the middle of a record, so each output file may be slightly larger than the number of characters you specify.

If you choose to split by field change, you must have your data base sorted by that field. For example, let's say you have a data base called CHECKS and one of the field labels is ACCOUNT-#. You could split your data base by ACCOUNT-# to create a separate data base for each account. You must first sort your data base by ACCOUNT-# before running the SPLIT program.

The program will split your data base and then display a summary report detailing the size of each output file.

STATS (April 1983 Supplement)

You can print a formatted listing of the control file. Just type the control filename instead of the data base name, for example, CHECKS/CON.

MATH (April 1983 Supplement)

The number of places to the right of the decimal point can be controlled for all equations. Outputs will be formatted to the precision you specify. The default precision for all calculations is two places to the right of the decimal point, i.e., dollars and cents formatting. Only the field-label of T# on the left of the equal sign may contain a precision suffix. The precision suffixes are a ".I", ".#", ".##", ".###", and so on. For example, if you wanted the field called TOTAL to be an integer value, your math statement might be:

```
TOTAL.I = FIELD9 + FIELD10
```

The number of pound signs you place after the decimal point will control the format of the result. Trailing zeros will be added to produce the format you specify. If you wanted the total field to be accurate to 4 decimal places, your math statement would be:

```
TOTAL.#### = FIELD9 + FIELD10
```

The default file name for a math procedure file is now MATH/TXT.

T7, T8 and T9 are now non-resetting temporary variables. They are not reset to zero with each record. In other words, these variables may be used to keep an incrementing total or balance. A sample use of these might be in keeping

a check book balance:

```
T7 = T7 - AMOUNT
BALANCE = T7
```

...or to keep a running total:

```
T9.I = T9 + #SALES
TO-DATE.I = T9
```

If T7, T8 or T9 are used in your math equations, you will be asked to enter an initial value for the variable.

SELECT (April 1983 Supplement)

You can send selected records to one file and rejected records to another. This allows you to split a data base based on selection criteria. You may choose to have just a selection file, just a rejection file, or both. When the program asks for an output file name, either enter the name or press <ENTER> for no file.

Conditional math can be accomplished by running SELECT, then performing MATH on the selection file, and finally using MANAGE to merge the rejection file with the output from MATH.

Your selection and rejection files may have the same filename as the original data base provided they have different extensions, such as NAMES/SEL and NAMES/REJ. This enables you to use your original NAMES/CON control file with either subset.

Keyword BLANK has been added to the selection statement so you can select or reject if a field is blank. For example,

```
SELECT IF DATE = BLANK.
```

SORT (April 1983 Supplement)

Alpha fields sort to the full depth of the field. Sort capacity has been increased to 10,000 records.

LABELS (April 1983 Supplement)

Blank lines will automatically be suppressed during printing of labels.

You now have the option to change the label format after printing has begun.

LABELS/TXT is the default filename for a label format file.

LETTERS (April 1983 Supplement)

<Control-H> has been added to the Text Editor mode as a HELP command. It will display the control key functions.

<Control-U> has been added to start and stop underlining. When <Control-U> is pressed, a block will be inserted in the text at the cursor position. Press <Control-U> when you want to start underlining and then again when you want to stop underlining. This feature will only work with printers that have the capability to backspace without erasing the previous character. Most letter quality printers will work. Most matrix printers will not; however, many matrix printers can support underlining by sending appropriate control codes.

A new field-label, TABxx, has been added: for example, (*TAB15*) or (*TAB104*). This allows you to tab to a print position within the letter. The number is relative to the left margin. If the left margin is set at 6, and your form letter says: (*TAB10*) (*FIRST-NAME*) the first name will be printed beginning in the 16th column.

A new control code .BL will force blank lines to be printed when a field is blank. This replaces the old procedure of holding down a key during program loading.

The number of temporary keyboard variables has been increased to 20.

REPORT (April 1983 Supplement)

<Control-H> has been added to the Text Editor mode as a HELP command. It will display the control key functions.

The maximum number of columns of data on a report has been increased to 25. Fifteen lines are reserved for page headings.

You can write your report to a disk file instead of a printer by doing the following: From the Print Menu, select item #3 ("Review and/or Change Form Controls"). Then select #5 under Form Control. You will be asked to "Enter the name of the formatted output file."

After entering a filename, press <ENTER> to return to the Print Menu. Then press #1 ("Begin printing with page #1") to write your report to disk. You may then load it into your word processor for editing at a future time.

ACCESS (April 1983 Supplement)

During data entry, pressing the <BREAK> key will skip to the command line at the end of the record, where you can press "A" to Abort.

Note: FC error in line 29299 has been fixed. This error occurred when a field was longer than the control file specified. If a field is longer than declared in the control file, the field will be truncated (all characters on the right will be chopped off) to match the length specified in the control file. This means you can now use ACCESS even if you have used your word processor or EDIT to add to or modify your data base after creating it.